

DEPARTMENT OF SOCIAL SERVICES  
744 P Street, Sacramento, CA 95814



November 27, 1991

ALL-COUNTY INFORMATION NOTICE No. I-83-91

TO: ALL COUNTY WELFARE DIRECTORS  
ALL PUBLIC AND PRIVATE ADOPTION AGENCIES  
ALL SDSS ADOPTION DISTRICT OFFICES

SUBJECT: REDUCTIONS IN ADOPTIONS BRANCH SERVICES

Adoptions Branch services to adoption agencies and the public are being reduced because of staffing cuts necessitated by lower State operations funding levels appropriated in the Fiscal Year 1991-92 State Budget. While community services and recruitment staffing remains unchanged, adoption policy staff reductions total fifty percent. This letter describes the services and functions which will continue as well as services which are being reduced or eliminated.

Policy interpretation: The Branch will continue to provide policy interpretation regarding application of Adoption Program statutes and regulations. However, the Branch will no longer provide telephone responses to policy questions. Requests for policy interpretation may be submitted in writing to:

Adoptions Policy Bureau  
744 P Street, M.S. 19-67  
Sacramento, California 95814-6413

A written response will be provided to policy questions. It has been our experience that most telephone requests for policy interpretation involve subjects already addressed in some detail in statute, regulation, regulation handbook, All-County Letters or All-County Information Notices. Agencies are encouraged to review these available resources thoroughly before submitting written requests. Responses to written requests will indicate days and times when a designated staff person may be contacted by telephone for any necessary follow-up clarification.

Program Statistics and Information: The Department will continue to collect and provide routine adoption program data. However, the Department will no longer be able to respond to requests for data regarding specific agencies or classes of cases for which data are not routinely collected and summarized.

Client Complaints, Case-Specific Problems and Program

Monitoring: The Branch will continue to receive and respond to complaints regarding adoption agency practices. However, the Branch will no longer have the capability to investigate and directly respond to all public complaints about adoption agency practice. Callers will be provided with information about recourse available through the required agency grievance procedure, the Community Care Licensing complaint procedure or civil legal action. The Branch will no longer be able to monitor adoption agency practice. Only for the most serious situations involving child safety and well-being issues will investigations of specific cases be conducted where it is alleged that agency practice is not in conformity with regulation requirements.

Training: The Branch will continue to periodically issue All County Letters and Information Notices to clarify statutory and regulatory requirements or to share information on adoption casework practice issues. However, the Branch will no longer be able to provide training to public and private adoption agencies.

Recruitment and Community Services: Activities related to the State Photolisting System, the toll free foster care and adoption recruitment line, the Adoption Exchange Program and the "California's Waiting Children" television program will be continued. All other activities in this area also will be continued at the State level.

Specialized Programs: The Licensed Maternity Home Care Program and the Private Agency Reimbursement Program will be continued with an abbreviated State role. Detailed information on these revised procedures will be released to the applicable agencies in the near future.

State Adoption District Office Services: Direct Adoption Services provided by the State's District Offices remain unchanged.

Please direct any questions regarding the aforementioned reduction in Adoptions Branch functions to Mr. James Brown, Chief, Adoptions Branch at the above address or at (916) 445-3146.



LOREN D. SUTER  
Deputy Director  
Adult and Family Services Division

cc: CWDA